

**PARKS, RECREATION & CULTURAL SERVICES
ADVISORY BOARD MEETING MINUTES**

October 11, 2023

Members Present Jamie Umana, Chuck Perry, Isaac Valdez, Troy White, and Brad Harshman
 Members Absent Charlene Rios and Rebecca Johnson
 Staff Present Doug Coutts, Dollie Boyd, Bill Aukett, Carrie Hoiness, Stefanie Dunn and
 Amanda Couden

2023 MEETING ATTENDANCE RECORD

Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Charlene Rios	C	X	X	A	X	X	X	X	X	E		
Chuck Perry	C	X	X	X	X	X	X	X	X	X		
Isaac Valdez				X	X	X	X	X	X	X		
Rebecca Johnson				X	X	X	E	X	X	E		
Troy White	C	X	X	X	X	X	X	X	E	X		
Jamie Umana	C	X	X	X	X	X	X	X	X	X		
Brad Harshman							X	X	X	X		

C = Meeting Cancelled X = Present A = Absent E = Excused R = Resigned

Call to Order

The regular meeting was called to order by Ms. Umana at 6 p.m.

Approval of Minutes

Mr. Harshman moved to approve the minutes dated September 13, 2023. Motion seconded by Mr. Valdez. Motion unanimously approved and passed.

Correspondence/Communication/Committee Reports

1. Creative District – Ms. Boyd shares that the Creative District hosted the Umani Festival on September 30, 2023, where lots of arts and crafts, toys/games and more were carried out. Afterwards, they had their last concert of the year, SuperSones, described as a traditional Cuban song band from Seattle. The crowd was smaller than expected but those who came out had a lot of fun, and had a night filled with dancing.
2. Arts Committee – Ms. Boyd states she does not have any new information to share. Mr. Coutts and Ms. Boyd need to find a date to take the care plan for the 1% to the City Council. With budget being top priority, they will circle back around and come back to this.
3. Code Development & Design Standards Committee – Mr. Coutts shares there will be one item later on this agenda that will go along with the Code Development, which is the Walkable Parks Policy. He also goes on to state that the following day there is a meeting scheduled for 4 p.m., where Mr. Aukett will be presenting his design standards.

Museum Update

There were about 80 people for the opening of “Rainer Remembered” which was a melding of art, history, and natural history, says Ms. Boyd. She encouraged board members to come see this exhibit before it comes down on October 27th. The final show of the year will be the members’ exhibition which has about 80 entries. The numbers are a bit down from last year, but Ms. Boyd says that it works out better since last year’s show was a bit crowded.

The museum lighting project was approved by the City Council. This project includes additional fixtures

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added to the museum, along with a new system of LED lighting that will last longer than the old system/bulbs.

Ms. Boyd told the board she had dinner with the Washington Secretary of State and some staff members on September 18, 2023. On this visit, a discussion of the 250th anniversary of our country occurred, and Ms. Boyd has been brainstorming ways to participate in the anniversary of our nation. Last Saturday, the museum hosted the reptile show. The event boosted a huge turnout of around 700 people, so large that some people did have to be turned away from the show. Along with the great turnout of people, it helped generate about \$1,200 in sales to the museum store.

Recreation Update

Ms. Hoiness reports that the ice rink preparation has officially begun and will open on November 10, 2023, if the weather allows. Also, Livebarn was installed at the rink which provides live and on demand online broadcasts of youth sports.

Active and Silver fit update: it is still with their legal team, and she is hoping to get this implemented by the beginning of the year. Youth soccer will be wrapping up this week and there will be the Battle of the Badge baseball game between the MLPD & Grant Co. Sherriff's Department on Thursday.

The Trails Planning Team met to discuss the BARGAS event that was held at the end of last month and the pros and cons of the event. An estimated 100 people showed up and about 20 bikes were given away. Overall, the team felt it was successful but also looking to possibly take the event to other areas of town to get attention from other communities. Also, the Trails Planning Team is exploring the idea of becoming a sub-committee of the PR&CS Advisory Board and she is hoping to have an answer by the next board meeting.

Parks Update

Mr. Aukett says his crew is working on winterizing the parks and other various things around the city, including making sure the pool is completely drained, and shutting down several bathrooms minus a few they will continue to keep as an option for opening during certain events. The Cascade Campground closed for the season on October 1, 2023, and the Japanese Gardens will remain open until Sunday October 15, 2023. All the docks at our parks were pulled Monday October 16, 2023, and the fountain at Sinkiuse Square has been turned off. The main task that will take maintenance the rest of the month will be blowing out irrigation lines. Mr. Aukett ends with an ice rink update: the bleachers have been moved in, and they are currently working on the scoreboards and getting those up and running for the season. They will start the beginning process of building the ice on the ice rink in the next coming weeks.

Director's Report

1. Walkable Parks Policy – Created with the help of the Code Development Committee, which includes Mr. Harshman and Mr. Valdez. Mr. Coutts did a presentation of this policy for the board members. This will help developers with the information to help understand the “why and how” behind a code. For instance, Mr. Coutts is going with the suggestion of 9 acres of park land for every 1,000 people in population, which he calls a median base for our city. Mr. Harshman motioned to approve forward of this policy to City Council, which was seconded by Mr. Valdez. Motion unanimously approved and passed to move forward with taking this policy to City Council for approval.

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2. Longview/Sun Terrace Park Master Plan RFQ – Mr. Coutts shared a presentation with numerous examples of park element considerations for both Longview and Sun Terrace parks from RWD. This slide show included options of open play areas for age groups 2-5 years and 5-12 years, basketball courts, pickleball courts, exercise stations, beginner pump track, skate dot, etc. Mr. Coutts asked the board for recommendations of features they would like to see and do away with at each one of these parks. He also suggested a separate meeting to go over drafts next Thursday, October 19, 2023, night in the conference room of the LRC. The board agrees that they will do their own separate research, if need be, and email over suggestions by the end of the week.
3. Rave Sports Dano Park Proposal for Sport Court Installations – With budget season upon us, Mr. Coutts is currently looking at the department’s responsibility and cost of this project. We would ultimately need to do the grading, leveling, and compacting of gravel on the area. Also, the asphalt pad under the sports courts themselves. This will cost about \$25,000, with the installation starting next year in springtime. Mr. Coutts is working with Finance to use funds from the fee in lieu budget to complete the portion that would be the PR&CS responsibility.
4. Maintenance Grant Application – We are 1 of 156 applications for this grant. Currently, the application is in evaluation staging with experts ranking from top to bottom. Mr. Coutts explains we should know if we have received this grant by the end of October/beginning of November. With this being before the end of the year, back up plans of items/costs are noted in case the grant is not approved and budgets need to be amended.
5. Playground Acceptance Recommendation-Cascade/Lakeview Playgrounds – Mr. Coutts shares he is looking for a recommendation to take to the City Council to accept the project for these two playgrounds from 2022 and release the retainage funds back to the contractor. Ms. Umana moved to pass the recommendation, which was seconded by Mr. Harshman. the motion to recommend acceptance of playgrounds was unanimously approved and passed.
6. Planter Strip Xeriscape Pilot Project – Recently, Park Maintenance workers did some landscaping to the area in front of Enzo’s Restaurant. That area had several issues with proper irrigation function, broken sprinkler heads, and trouble mowing close to the roadway. Workers pulled out turf grass and filled it with decorative rock, plants, and a drip irrigation down the center that will provide the water needed to maintain the area. A slideshow was presented, along with the breakdown of what was spent. The total cost of the project being \$11,600 for the 3,200 square foot area.

Adjournment

Mr. Perry motioned to adjourn the meeting. Motion seconded by Mr. Valdez. Motion unanimously approved. The meeting adjourned at 7:14 p.m.

Minutes approved by Parks, Recreation & Cultural Services Advisory Board on 15th of November 2023.

By: Stefanie Dunn
Stefanie Dunn, Business Manager
Moses Lake Parks, Recreation & Cultural Services